



## REQUEST FOR ASSISTANCE (RFA) INTAKE INTERVIEW LOG

<u>Date:</u> Feb 2012	<u>Interviewer:</u> Sue and LKL	<b>RFA #12 – 03</b>
<u>Person(s) Requesting Assistance:</u> [REDACTED]		
<u>Contact Numbers (telephone, e-mail, etc.):</u>		
<u>Status of Person(s) Interviewed (title, position, student status, etc.):</u> student		
<u>Requested Assistance Pertaining To (name, position, policy, project, etc.)</u> email sent from [REDACTED]		

To the best of your knowledge, please fill out the following:

Interviewee Status:      Male  Female  Administrator  Faculty  Staff  Student X  
Respondent (if app.):      Male  Female  Administrator  Faculty  Staff  Student

Complaint Category: (Please check at least one)

<input type="checkbox"/> Age	<input type="checkbox"/> Color	<input type="checkbox"/> Creed	<input type="checkbox"/> Disability	<input type="checkbox"/> Employment
<input type="checkbox"/> Marital Status	<input type="checkbox"/> National Origin	<input type="checkbox"/> Race	<input type="checkbox"/> Religion	<input type="checkbox"/> Retaliation
<input type="checkbox"/> Sex/Gender	X Sexual Harassment	<input type="checkbox"/> Sexual Orientation	<input type="checkbox"/> Veteran Status	

Time Line		
Date	Item	Comments
Feb 2012		[REDACTED] sent email to EOO. She was concerned that another student in her Econ 101 class had sent an email to the whole class asking if "Any pretty girls want to study together for this midterm? (if you think you are pretty, then you are btw) its all about confidence." [REDACTED] would like for the student who sent the email to receive some information about why such an email isn't appropriate or wanted.
2/23/2012	Sue and LKL called [REDACTED].	This is a large class in Fraser. She wants him to be sensitized to why it's not funny. She doesn't want the student to get in trouble; just wants him to have more information when making decisions about his actions in the future.  [REDACTED] is okay with Sue calling the faculty member about it and seeing if he'd like to have a conversation with the student about appropriate use of Blackboard.
		Sue called professor
April 4, 2012	Laura Eckert emailed [REDACTED]	Please call to make appt.

April 4, 2012	Laura Eckert met with [REDACTED]	Explained stereotypes around appearance, how someone could be offended by it. Student is very apologetic and says he won't do it again.
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